

**WYOMING WORKFORCE DEVELOPMENT COUNCIL
MINUTES
MAY 29, 2007
SNOW KING RESORT, JACKSON, WYOMING**

Call to order: 8:02 a.m. by Charles Ware, Chairman

Present: Council: Charles Ware, Phil VanHorn, Curtis Biggs, Jim Engel, Dave Scriven, Jim Rose, Walt Nolte, Rocky Anderson, Tim Wells, Jon Conrad, Laurie Latta, Mark Herrmann, Dan Zwonitzer, Jeff Heilbrun, Bryan Monteith, Bill Pannell, Teri Wigert, Cindy Pomeroy, Kristen Wilson, Nicky Anderson, Joan Evans, Pete Reis.

Staff: Jerimiah Rieman, Margo LaHiff, Jared Grant, Danielle Hunt, Greg Chocas, Brian Clark, Jacques Robertson, Edie Phillips, Erin Moore, Glenna Campagnaro, Pamela Downing, Jim McIntosh, Lisa Osvold. **Others:** Mr. Henseley, WyoTech; Cindy Tyson DOE; Dave McNulty DOL.

Welcome: Charles Ware: Chairman Ware welcomed all to the meeting and gave commendation to all those who organized and planned this meeting & Summit.

Approval of Agenda: Ms. Wigert with Department of Education requested 10 minutes to discuss Career Cluster Guides.

ACTION: Mr. Heilbrun made the motion to approve the agenda with the addition for American Career Planners. Mr. Anderson seconded the motion. **Motion carried.**

Approval of Minutes:

ACTION: Mr. Van Horn made a motion to approve the minutes as written. Mr. Pannell seconded the motion. **Motion carried.**

Council Profiles: Jeff Heilbrun: He hailed from Cincinnati, OH and now lives in Jackson. He was born in room 327 of a small hospital in downtown Cincinnati. He attended Ohio State University, and started his career in the defense industry. He spent six years in that industry during the Reagan administration. There was the outbreak of peace, the Berlin wall came down and he moved to Wyoming as his sister lived in Jackson. He started supervising high school students in the golf cart area at Teton Pines. He then worked at a resort south of Anchorage Alaska and returned to Teton Pines in Jackson Wyoming in 1996 to become general manager. He has been involved with state and Wyoming lodging associations in the state since 1996. He has assisted in developing education of lodging associations. The program has put over three hundred students in college through scholarships. He joined this Council four years ago. He has recently left Teton Pines and joined real estate development firm for which he travels 50% of the time, remaining in Jackson 6 months of the year and traveling to Canada, Mexico, and other areas of the United States. There are projects all over the world, including Italy. It is an explosive industry and as chief operating officer of the company he oversees all the projects. Jeff shared he misses Wyoming when he is gone. **(Rocky stated it appears Jeff seems to have trouble keeping a job).**

Laurie Latta: She is a Wyoming native. Her family got mad and moved to LaBarge with 50 cows. She was born in the Kemmerer hospital and later moved to Big Piney. She attended the University of Wyoming and Utah State beginning in speech pathology with follow up studies in marketing & public relations in tourism. She is currently the University Extension Educator and Community Development Coordinator in Sublette County. She lives in Pinedale, works with communities in Sublette County and five major gas production companies and governor ex-officio members. She enjoys international travel. She is married, has two sons, Morgan Jr. who plays in Australia and her other son is a senior in high school.

Employment Services Update: Mrs. Moore, Department of Workforce Services directed Council to Tab 2 for reference. Employment Services (ES) is ready to close out WIA youth by the end of June. More information will be ready to be reported at that time to Council. Mr. Robertson has been working with a committee with our agency they have rolled out IFT module to finish up which is a component of Wyoming@Work which will fiscally manage the programs. Public side of the program is going well with labor exchange and job functions. DWS attended a Ford job fair with 4,000 to 5,000 in attendance.

Wyoming@Work Report

- 13,000 active job seekers in the system
- 12,500 open job openings in the system
- Averaging 8,000 businesses per day looking for a job seeker, both inside and outside the state.

- Wyoming Contractors Association has five people from Michigan in the training school in Casper, one is a welder. Mr. Wells reported they have taken in 2 Michigan people.
- Ford is laying off all over the country. ES has been working with the main office of Ford to help place people as they are laid off. At the fair they talked to electricians, engineer, and other high skill trades in high demand in WY. They had health care workers, hospitality industry looking for a change of scenery and change of jobs.
- ES is watching and tracking web hits. IT can get the info as to where they are at when they come into the website approximately 6,000 hits from the area they had the job fair.
- Director Evans report DWS has a new 800 number 1-877-WORKWYO.
- Our newest marketing tool is our vehicle that has been wrapped with info – paid for with Workforce Awareness monies to help with recruiting.

Career Advancement Accounts (CAA) – Career Training Program:

- Piloted for DOL individual training funds and business funds. In tab 2 is a summary of the funds obligated May 15 – amount and number of training grants – at the back is a breakdown by region.
- At least 30% of monies in a region are spent on business training.
- It is a two year program.
- Business entities use to train existing or potential employees.
- DOL gave a lump sum – we matched: a formula is used with population and demographics – poverty, etc. – then divided out to region according to the formula.
- Employer - there has been a lot of medical related industry training – transcriptionists, CDL, heavy equipment, welding, safety, medical, etc.
- Time frame – all has to be spent/allocated by December 31, 2007 and we've only been on board since February.
- Individuals access through workforce centers.
- Can be used for a full year of college funds – can be utilized for a two year program at college – WDTF cannot do this.
- CAA cannot pay any travel or costs other than tuition, books.
- Only to be used for classroom training, not only at a community college – but also on-line training, short term hands on.
- Bring people in to put on a workshop for a lot of employees in your particular community – cannot reimburse the business – has to be paid directly to the trainer from outside the company.
- Applicants have to be 18 or older, but if in last year of high school and a company wants to train a group of kids they could ask that a class be put together to train the students so they are ready to work when they graduate. There might also be WIA funds they are eligible for.
- Students can be on a pre-hire program, the company needs to believe they are training the students to be hired – the company will not be held accountable to hire everyone in the training but they do not encourage that a business train 10 – if none of those trained – then train 10 more, etc.
- Funds can only be used by businesses in the State of Wyoming and registered in Wyoming@Work. This will allow us to track the numbers.

Chairman Ware reported: nine states have this – Wyoming is a bit different – the department is more involved. Assistant Secretary DeRocco gave Wyoming \$1.5 million and we have to match that – so there is \$3 million total. We are putting together a committee to help regions fairly utilize the funds.

[Chairman Ware encouraged Council to get the news out to businesses in the communities.](#)

[Director Evans stated it is important to listen to businesses – people using the funds – what is working, what is not working or is it good - let us know.](#)

Self Introductions: Council introduced selves and Chairman Ware introduced Director Evans, stating it was beneficial to have someone on the Council move toward the director of this department. She has been on since mid-January and asked Council and attendees to take a moment as friends to congratulate Mrs. Evans. Director Evans commented that she is enjoying her new responsibilities immensely.

WWDC Orientation Manual – Mr. Van Horn stated the manual is very good for new people, it indicates Council responsibilities, this is not a workforce training act – this is a workforce investment act – businesses are to invest.

Mr. Rieman stated there is a Council version and a public version of the manual available.

- Tab 3 shows Wyoming is a state and local Council– most states have two boards – state and local – there are only a small number of states that have only one board.

- Page 11 Tab 3 of Council packet is a break down funds, eligibility, distribution and population use. This Council has responsibility of this funding.
- How do we interact with department? We are a group that advises DWS and the Director.

WWDC Operating Rules Tab 4 – Recommends reference to Youth Council members be removed. This will give Youth Council members full status on this Council.

ACTION: Mr. Heilbrun made the motion to adopt rule as proposed under tab 4. Mr. Wells seconded the motion. Mr. Anderson would like to hear from Youth Council members to be sure this is comfortable for them. Mr. Biggs recommends Youth Council be consolidated with WWDC to work together as one Council. **Motion carried.**

Training Provider Review and Approval: In September 2006 Council recommended we put in place a policy to define the role the Council plays in approving training providers.

- All of these included in Council packet today have been approved by DWS to use WIA funding.
- [We are developing a policy after Utah's model and hope to present later this year.](#)
- Trainers are to provide performance numbers to us every year and DWS monitors them.

ACTION: Dr. Nolte made the motion to approve the following list of training providers: Laramie County Community College, Meditrec, Allied Business Schools, Fast Track Institute for Pet Careers, Myotherapy Institute of Massage, Colorado School of Dental Assisting, Montana State University. Mr. Engle seconded the motion. **Motion carried.**

Apprenticeship Taskforce Report:

Mr. Anderson stated there is a survey about available programs, problems were sent to 100 registered programs – 62 responses, comments are:

- Apprenticeships are expensive, take a lot of time – some type of scholarship would be a benefit.
- There is a survey on line to all businesses around the state was sent out a week ago.
- Upon compilation of results we will start meeting with who is interested in helping with legislature meetings, etc.
- Advertising is scheduled to start June 1 – with three TV commercials – show some of the apprenticeship enrollees – one is a female in Gillette, ironworker – there are a lot of radio ads – some pamphlets, billboards – all ads tells to visit the website so we can track the response.
- There are over 1,000 different businesses that could have registered apprenticeship programs.

Mr. Van Horn queried whether there is a foundation that has scholarships to fund apprenticeship programs? Mr. Anderson is not aware of any other programs. Contractors themselves put money into the program. There are many expenses outside of the classroom that need to be paid, training, instructors, books, rooms, buildings, staff, there are also costs of the contractor's lost time – someone is going to lose productive time of a skilled person for a trained skilled worker to train.

Apprenticeship program was awarded \$20,000 for promotion of apprenticeship programs throughout the state.

Mr. Anderson asked Council if they want to know about TV ads – public ads – Mr. Engel requested they be informed and aware of the ads that will be shown to assist Council member in helping people notice them.

Communications Committee Report:

Mr. Engel reported on the 2007 Workforce Outlook. Mr. Engel queried whether anyone heard comments on the magazine? It was put out into schools in pilot communities and given to graduates at UW. There were limits because of funding and thus it did not go to every student, but to every school and to community colleges. It is also on the DWS website.

Career Cluster Guides:

Ms. Wigert reports that approximately a year ago we approved to work with the Department of Education to develop career cluster guides. It was developed with five partners, which are listed on the back of the publication. We are now at the point to reprint the document. Mr. Pannell passed out a cost analyst of what we need to do this again. LMI funding considered to whether or not we are going to fund this for more grade levels than what Department of Education can fund. Mr. Pannell presented:

- Same planner will be done for all students – in the past there were two different guides for juniors and seniors.
- Price is \$3.00 not \$2.50 on handout – production of a larger scale is less.

- Cost is about \$40,000 per grade level – this year Department of Education only has money to fund two grade levels.
- Department of Education will try to get it so different agencies and communities can order more materials if they want them.
- They are required in 8th grade and then we distribute with guidance counselors.
- There is a statewide training scheduled this October and again at the annual counselors training.

Discussion:

Mr. Scriven – there is something to be said about printed material but maybe include a CD – cut cost of publication down by using the magazine as an overview of the whole project – and then place the specific information for each cluster on a CD. From his standpoint on the Council, the value of career planning is very important – we should continue to consider partnership with this project.

Mr. Van Horn queried whether 8th grade counselors are required to use this? Yes, 100% are supposed to use this. They have to verify it is taught – however Department of Education does not have an individual check off. Are there boxes of these sitting around that have not been used? Bill only had one school call wondering what to do with them – people say good things about them – people seem to be aware of it.

Mr. Pannell reported in the development process we were going to do 16 career cluster guides and develop a magazine that tied it all together – started looking at what was out there and what was copyrighted and determined they would have to be a whole new corporation to avoid problems.

Where was information gathered regarding pertinent Wyoming careers? Mr. Robertson, Assistant Administrator of DWS worked with several different informational sites to gather the information to determine what 16 guides to do based on most the interest shown in Wyoming.

Ms. Wigert verified \$120,000 would address all students, whether in institutional schools, disabilities, regular education programs. \$120,000 would only meet educational needs and no distribution to workforce centers.

Council Discussion:

- Dr. Nolte stated we need to justify support of this by adding advertising – follow-up procedures – dealing with grades 9 – 12 a website is important - printed material is passé’ – pod casting – text messaging – is where young people are today – put resources there instead of website.
- Ms. Wigert clarified all of agencies listed on the back of the publication are not getting copies. Do we want to fund more than just for education?
- Mr. Heilbrun queried whether any of the other partners putting up funding?
- Ms. Evans indicated Employment Services could contribute \$60,000.00.
- Mr. Biggs commented he would like to see a motion to have DWS fund what they might like to use.
- Mr. Engel – would it be fair to hand over to the 15% committee? Should we give \$120,000 and the \$60,000 from ES for the extra ones that might be needed?

ACTION: Mr. Engel made a motion to approve \$120,000.00 divided equally from Council 15% discretionary funds and Employment Services to fund this project. Mr. Scriven seconded the motion. Discussion: Mr. Wells suggested we amend the motion to state “up to \$60,000.00 from Council 15% discretionary funds less other contributions from additional partners”. Mr. Engel amended his motion up to have the Council contribute \$60,000 less other contributions from partners. Mr. Scriven amended his second. **Motion carried (Phil voted no)**

Labor Market Information:

- 2003 – 2004 indication of federal grants in partnership with Governor’s office.
- DWS and Research and Planning division of Department of Employment (DOE) are working together this is the funding applied for and the breakdown from Research and Planning from DOE.
- 2006 some of the monies were used inter-county, out of county commuters – what started this was wondering how many people cross borders to work.
- LMI Grant is administered, in part, by this Council in conjunction with DOE Research and Planning.

Youth Council Report:

- Vision statement is attached for Council’s review.

- Youth report indicates number of youth being served is up.
- Performance measure and placement in employment is up look at what point in the school year is reported – this also includes GED's.
- Each region has different numerator/denominator indicators.
- Clients who are considered to have exited the program are those who have gone more than 90 days from service.

ACTION: Mr. Engel made a motion to approve the report. Mr. Reis seconded the motion. **Motion carried.**

Youth Plan – Mr. Biggs:

- \$2.4 million allocated this year - \$400,000 carried over from last year.
- Changes are planned to increase school staffing.
- Schools and DWS would cover all these kids.
- More funding – more staff changes to go to schools to market what DWS provides.
- Anywhere there are youth there will be assistance.
- DWS funds will be allocated to perform these duties – there will be no additional funds to staff.
- Plan to develop better relationships.
- Have office hours on campus itself – so students know there will always be someone to talk to.
- Work with older youth and get them into permanent positions to be self-sufficient.
- Potential to reach out to 35,000 youth instead of 8,000.
- Staff will encourage them to register in Wyoming@Work.

Propose Council approve the Youth Plan for 2007.

ACTION: Mr. Van Horn made the motion to approve the Youth Plan as presented. Mr. Heilbrun seconded the motion. Discussion: [Rep. Zwonitzer would like report of how many schools were visited and how many students were reached, including the non-traditional schools.](#) Mr. Rose stated there are 26 Junior Colleges that deal with these types of students also – as part of the understanding he would recommend an articulation of community colleges, a lot of these students will be found here. **Motion carried.**

Career Guidance Update and Request: Mr. Rieman: There are four existing grants.

- Lovell High school could not get their program going so they returned their grant of \$11,096.
- Jackson & Hulett are going well. They will spend all their monies.
- Riverton's plan is very unique. They have received a lot of support from the superintendents and staff to pay for the program themselves. They have asked that their funds carry into next year. They have to report to us with where they are with the funds.

[Mr. Anderson understood we were to meet with the grantees to listen to reports.](#)

Mr. Rieman stated the High schools have to report by June 30 but we were going to meet with the schools in September with Council that wants to.

ACTION: Mr. Engle made the motion to allow the Youth sub-committee authorization approve Riverton to extend their monies into next year after the June 30, 2007 report is reviewed by the Youth Sub-committee. Mr. Anderson seconded the motion. **Motion carried.**

Bill Strickland, VISTA and GILL training facility: Mr. Biggs has information on the programs. Council had considered members on Council go to Pittsburgh to get ideas from him regarding funding training facilities toward trades that are successful in Wyoming. Mr. Biggs would like to see some of us go see how it works. Youth Council also thought good idea to go to SKILLS USA to see how it works.

Council discussed outcome, what would be the result of the exchange, is there a need in Wyoming for such a facility? Would this visit allow information to be shared with community colleges and keeping students in the state

[Mr. Heilbrun requested a more specific proposal to include the procedure, what is the agenda, who's on the team, what would an outcome be.](#)

[Mr. Biggs will talk with the Youth Council and put together a more sound proposal for Council to look at in September.](#)

Legislative Report:

Quality Child Care (QCC): Mrs. Campagnaro:

- QCC is working on Child Development Credentials.
- Grants will run much like WDTF – businesses apply for the grants for employees.
- Focus on learning requirements.
- Currently have an RFP to do business training services.
- Working to be ready by July 1, 2007 across the state.
- Ms. Campagnaro introduced Rick Imbrogno as the Project Manager.

Governor's Commission on Community Colleges: Director Evans.

- DWS and Council were asked to do a presentation on our view of the role of community colleges in workforce training.
- Director Evans has had a couple of follow-up meetings with Dr. Boggs, the committee chair, to talk about workforce training in the colleges.
- Mr. Rose shared that the target is to report by September 1, 2007 to the Governor. Dr. Boggs has chosen three sub-committees and the chairs met May 28, 2007. The next meeting is June 27, 2007 in Casper.

15% Committee Report: Mr. Anderson:

- Page 1 Line 4 Ms. Phillips reported it is anticipated that the budgeted amount would be expended.
- [15% Committee will review travel on a yearly basis.](#)

Ms. Phillips asked Council to look at the Summary Page July 1, 2006 – March 31, 2007

- Committee discussed the over expenditures.
- Mr. Robertson addressed activities 1 through 9 on Page 1.
 - ES division is represented by the first 9 line items changes are in line items 2, 3, 4, 7.
 - Line item 7, evaluations. Last year DWS abandoned Wyoming Job Network and for a time data was not available until the new system was initiated. Now starting to get some of the data back staff had kept data on paper and they are now entering the data into the new system.
 - In items 3 & 4. The MIS system went down and DOL has new common measures and changed definitions. The reports start with zeros until the first year goes by. Think we are now 90% of the way to the end and should have better reports in the near future.

Ms. Phillips reported that we will utilize all the funds given us for activities.

- Line item 11 Council has savings of \$101,000 some of which is savings from the unused funds for a part time position that was budgeted for and some of the savings are the discretionary funding.
- Ms. Phillips added the apprenticeship line item of \$20,000 that was approved by executive committee.
- Summit balance of \$125,000 is through the end of June. We typically get the bill after the end of June.
- Funding for Regional meetings ending in July there will be carried forward. Edie holds it over and reports out when it is disbursed.
- It is anticipated we will have a reserve of \$240,000 for beginning next year.

Chairman Ware reminded Council that we are tasked with spending the dollars we receive in WIA funding. People in Washington D.C. want to see the funds being used and benefiting people.

Ms. Phillips indicated that we are utilizing the current year funding at this time.

- Page 2 indicates more detail of different budget categories.
- Page 3 reflects the detail for Council specific expenditures.
- Page 4 lines 12 – 19 has more detail on the discretionary funding the top is funding for Program 2006 year.
- Tracks the career guidance RFP and reflects the one school district did cancel their grant.
- NGA line item – is National Governor's Association – we hosted last year's national meeting.

Mr. Van Horn queried report of the apprenticeship program only being on page one. Ms. Phillips will insure that the apprenticeship program monies are clearly reported.

ACTION: Mr. Anderson made the motion to approve the Quarterly report. Mr. Wells seconded the motion. **Motion carried.**

Latina Youth Conference Request: Mr. Rieman introduced the request to fund the conference for the coming year.

ACTION: Mr. Anderson made the motion to approve the Latina Youth Conference request for \$3,000.00. Mr. Heilbrun seconded the motion. Discussion: Ms. Phillips requested verification the funding would be drawn out of this year, Council verified yes. Motion carried.

Youth Council Travel requests: Mr. Biggs:

Kansas City Skills USA – only one person will go.

Pathways for Success Conference - No more than two persons will go with expenses not exceeding \$1,000 total for two people.

Mr. Biggs report that he is presenting at Pathways to Success and Tom Martin from Wyoming Department of Education is presenting. Rep. Zwonitzer will be there to report back

ACTION: Mr. Wells made the motion to approve two positions to attend Pathways to Success at \$1,000 each. Ms. Pomeroy seconded the motion. Motion carried.

Discussion regarding Kansas City Skills USA Conference:

- Opportunities for youth in Wyoming regarding workforce issues specific to Wyoming.
- Support from business and industry for Skills USA is fantastic and growing all the time.
- Wyoming students do really well at the national conference.
- Mr. Pannell strongly suggested that someone would be able to go to see what we are trying to develop in Wyoming.
- Ms. Wigert will bring back a proposal for 6 people to attend next year as a VIP group. It is a 1-1/2 day conference. But she recommends someone goes this year.
- Mr. Biggs could attend this year to report back to Council. Conference is June 23 – 29.

ACTION: Mr. Wells made the motion to allow \$2,000 to be expended to send Mr. Biggs to Skills USA June 2007. Mr. Scriven seconded the motion. Discussion: Mr. Van Horn thought \$2,000 was not sufficient for the travel. Mr. Herrmann would like to see a presentation at next meeting regarding the conference. Mr. Wells amended motion to allow a budget of \$2,500.00 to send Mr. Biggs to Skills USA. Mr. Pannell seconded the amended motion. Motion carried as amended.

SCSEP Computer Training: Report by Ms. Hunt: Riverton WSCI Pilot Project Update. Council approved \$710.00 for computer training. Only \$82 was expended. Recruitment did not target the population where people would be employed, the recruitment targeted the unemployed. Our contractor did not provide the information we needed to report on the numbers. We decided it was something we did not need to continue ourselves.

FY 2007 Budget: Report by Ms. Phillips:

- Looks at the required and allowable activities division.
- Reflects the information as reported on the quarterly report as to our expenses and balances.
- Compares between what we are budgeted for in 2006 and what we are proposing for 2007.
- We did not spend as much as we thought in some areas as projected but will spend more in other areas that we did not budget for.
- One stop system operating costs is Wyoming@Work and just came on line to report this will take time for people to get used to. We are still working on the fiscal part of this program.
- Evaluations – will need more time as we need to be sure we are on track with what the federal government needs.
- We are changing the focus of the budget allocations.
- Council charge detail is attached to the proposed budget included in Council packets. Looking at a position and a half for the Council. Changes have been made to travel.

Mr. Rieman requested Council to consider an additional \$10,000 for in-state travel expenses for Council travel if considering a Summit in 2008.

ACTION: Mr. Anderson made the motion to approve the FY 2007 Budget with an additional \$10,000 to be added in for the Council in-state travel. Ms. Wigert seconded the motion. Motion carried.

Vocational Rehabilitation (VR) Update – Mr. McIntosh reported:

- We are a federal state program designed to put people with disabilities back to work.
- They work with 3,000 to 3,500 people a year and close 670 – 675 and put back to work. There are approximately 90% who are severely disabled.
- First priority is to work with students with disabilities into transition. A transition plan is put in place with students with disabilities before they leave school.
- A MOU is in place with the Department of Education (WDE) to work with local education agencies to understand process to refer students to VR and to be a seamless transition.
- Every 3 years an assessment is done.
- There are over 11,000 students with disabilities, 1,400 of these students are in 11th and 12th grade that could be referred to VR.
- VR has taken some steps to be proactive to make an influx into school systems.
- VR is in process of hiring a transition specialist who will be responsible to work with the WDE and the 48 school districts across the state to provide a consistent message to school.
- DWS will ask legislature to fund five additional staff to work directly in the high schools and directly with transitional schools.
- These staff members would travel to the high schools to provide the intervention and transition these students into the workplace. There are 13 to 15 high schools per region across the state.

Mr. Scriven queried as to the type of students that qualify for VR and end results:

Mr. McIntosh shared it is all forms of disabilities from mild cases with developmental disabilities such as being unable to read, students reversing letters to student diagnosed with severe mental illness

Mr. Scriven: After these students are out of school what kind of help can be given to them through VR? Mr. McIntosh reported:

- They receive individualized assistance, each student works with a counselor and all members are pulled together that are needed for that student to get them from school to employment.
- VR has a lot of clients in schools at on the job training programs.
- The employer is involved early to better understand what individual learning problems are like.
- They send students to short term technical schools.
- Net result is to be able to help these people live alone

Mr. Scriven asked how many of the 11,000 are anticipated to being helped.

- VR always looks for a career ladder for their clients.
- There are currently close about 60% of the people on the rolls and VR's success rate is 25% to 30%.

Brain Rehabilitation and Injury Network:

- VR wants to establish a system that we get a referral from the hospital.
- Want to know who they are so we can track them.
- A lot of frustrations with this are because they are hard to find.
- With IRAQ there will be a lot more brain injuries. Percussion bombs are submitting our soldiers to brain injury. Another disability is that they are getting blown up.
- We have an excellent working relationship with the VA centers.
- We are making sure we are available to these people as they begin to return home. This project started in November. Dorothy Fleming runs a brain injury clinic.
- [Mr. McIntosh will keep us informed of this.](#)

Small Business Development Fund:

- Unique to Wyoming VR obtains money through our vending program.
- Business vending program is a part of VR and provides vending machines to all state buildings whether they are leased or owned. If you get a vending machine with Pepsi you will most likely be helping fund us.
- Marion Cotterman, works in Cheyenne's administration office and runs the program. Her salary is funded with these monies. She travels the state to help people with disabilities begin business and become successful and how you develop and spend monies in the small business development program - \$2,000 is given out – hope to use it to help a lot of people.
- This budget is about \$200,000 a year.

Mr. McIntosh handed out materials that describe the program.

Mr. McNulty The FRC is trying to get Veteran contact together on a national level. There are several veterans that have multiple disabilities such as brain injuries and lost limbs. Many guard people that come home with purple hearts don't realize they have a problem until they go back to work. We need to be aware of these people as they come home so we can help them.

WIRED: Mr. Rieman referred Council to Tab 11 executive summary. The full document is on the Council website:

- In the past it's been open for community colleges. This year they put a special restriction that the Workforce Agency or WIB was required to take the lead on the project.
- Had the opportunity to submit for two grants but we submitted one surrounding the technology industry. Thought with NCAR coming into the region it would be a positive step. Mr. Rieman sat with a core group to come up with guidelines and strategies. He met with industry as well.
 - Industry told them more important for leadership and entrepreneurial skills.
 - Many of the people they hire do not have leadership skills. Someone may have an engineering degree – but no business background.
 - To really drive transformation to affect change around our economy to avoid becoming a less diverse state there were five strategies.
 - Strategies – education, training, entrepreneur skills – no specific entity that this would go to. Would open up to an RFP for region and whole state.
 - Reviewed proposal from Colorado and put in our request that we partner with Colorado as the project proceeded as there are strong connections between the states.
 - 13 awards will be given, 70 applications were made. We should hear by end of June if we are awarded one of the grants.

Perkins Chairman Ware: Senator Enzi's office asked an independent assessment panel to look at the Perkins plan:

- It is a four year study – \$4.5 million to put out surveys.
- In Washington D.C. they have discussed getting rid of Perkins and taking the money set aside for Perkins and Vocational Educational programs and put it all toward No Child Left Behind.
- This is required under the WIA Act.
- At a meeting recently attended in D.C. there were only two people from west of Chicago all other participants of this panel are east of Chicago and they are looking at the education side instead of the workforce side. [Chairman Ware will keep us updated.](#)

Summit 2007 Report: Mr. Heilbrun:

- 2007 Summit starting tomorrow and is starting out successful.
- Expect more than 300 from throughout the state – more than last year with more private businesses – about 30 over what we had last year.
- Mr. Heilbrun recognized Mr. Rieman and his staff for all their work and the committee members for the work put into this conference.
- Very solution oriented.
- We are fairly balanced across the state in attendance per population – with that – looking forward to getting started in the morning at 7:00 a.m.
- Official kickoff is at 8:00 a.m. at the Snow King Center. You are all registered.

RFP for innovative workforce solutions: Mr. Heilbrun and Mr. Rieman discussed ways to make the Summit effective. Finding a way to put money into businesses hands and push innovative ideas, allowing businesses to address workforce issues from a business perspective including housing, etc. How do we help Wyoming take the next step? Proposed a grant, the grants would not be for training. The RFP is detailed in Tab 10. It would be left open in the process that if a business could come up with a way to solve the workforce problems they could propose it, the stronger the partnerships the better. We hope the grants will spur ideas for an outcome based summit - such as a community college partnering with a business. They would start in July 2007 end April 2008 to be able to report their successes at next year's summit. Proposal is \$25,000 for each of the regions. Mr. Heilbrun opened the idea to Council for suggestions and ideas to make something innovative happen at this summit.

This year the summit will focus on:

- Educating people with what's going on.
- Starting this year with regional meetings and follow up meetings.

- And step 4 challenging the regions to come up with a creative solution within their region specific to their needs.
- Provide the character for the regions to come up with an innovative idea to solve workforce issues within the community.

Mr. Van Horn asked for a description of a regional partnership

- Look at housing is there some way businesses could come together to help employees make a housing purchase.
- Child care center in Riverton – employers knew employees needed a child care – they built one.
- We want to get it approved to be able to announce this is going to happen – so start watching for it.

ACTION: Dr. Nolte made the motion for a grant to be awarded to one proposal per region for up to \$25,000. Mr. Wells seconded the motion.

Discussion: Mr. Herrmann queried if this has been done anywhere else. Mr. Rieman stated this has not been done anywhere else, that's why we are proposing this. There could be a total of 5 regions getting grants of \$25,000. **Mr. Rieman wants a committee to review the proposals.** Mr. Pannell queried why five regions? Answer - we want to inspire the whole state. Mr. Heilbrun stated Council would use collaboration committee to review the proposals. Mr. Anderson questioned whether Wyoming Business Council could step up and match our funds? Mr. Rieman was hoping that the proposals could show that other agencies would be helping out. **Motion carried.**

2008 Summit – Mr. Heilbrun submitted proposal for 2008 Summit to Council. It is important to decide today as locations are being snapped up. Thoughts for Council – two ways to look at a yearly Summit.

- Something to be said for consistency, it becomes ingrained
- It becomes something that people begin planning for.
- It is the number one issue – let's keep funding this.
- There was a lot of effort to get more participation this year and we still only getting 300 to the Summit.
- It could be argued that we skip a year to try to get more attention.
- He stated he believes the quality of this conference is phenomenal and we should continue with it on a yearly basis if we have the budget for it and someone is willing to step up and take the reins to do it.

Mr. Van Horn stated he does not think our goal should be attendance – it should be solutions. The goal is to arrive at opportunity, goals, and solutions for our state.

Mr. Herrmann stated part of it is who is attending; the key for us is to have as many private sector people there.

Dr. Nolte stated the Casper College residence hall is open this time of the year.

ACTION: Mr. Engel made the motion to begin planning for a 2008 Summit. Ms. Latta seconded the motion. **Motion carried.**

New Business: Chairman Ware:

Mr. Anderson requested that meeting materials be bound so they are easy to put away and store.

We have Council members leaving and Council will start recognizing the one's leaving. Mr. Ware stated to member that just because their term is up doesn't mean you have to leave. You can renew your application.

Meeting adjourned 3:14 p.m.